



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Scott Haggerty, Chair
Alameda County

ADMINISTRATION COMMITTEE

Adrienne J. Tissier, Vice Chair
San Mateo County

July 8, 2009
MINUTES

Tom Azumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Dean J. Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Chris Daly
City and County of San Francisco

Bill Dodd
Napa County and Cities

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sue Lempert
Cities of San Mateo County

Jake Mackenzie
Sonoma County and Cities

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Spering
Solano County and Cities

Amy Worth
Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew B. Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

Attendance

Chair Bates called the meeting to order at approximately 11:10 a.m. Committee members present were: Commissioners Daly, Dodd, Glover and Kinsey. Other commissioners present were: Haggerty, Tissier, Chu, Giacomini, Halsted, Lempert, MacKenzie, Rubin, Worth and Yeager.

CONSENT

Commissioner Bates made the motion to approve the consent calendar. Commissioner Daly seconded. Committee voted unanimously on the following items: .

Minutes

The Committee received and approved as written the meeting minutes of June 10, 2009.

**Contract Amendment – StreetServer Online Application Hosting Services:
DevMecca.com, Inc.**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with DevMecca.com to provide StreetSaver online application hosting through October 31, 2009, and directed the Chief Financial Officer to set aside \$30,000 PMP Sales funds for such amendment, subject to its inclusion in the MTC FY2009-10 budget.

Contract – Regional Agencies Climate Protection Program: Elmwood Consulting:

The Committee authorized the Executive Director or his designee to enter into a contract with Elmwood Consulting for Regional Agencies Climate Protection Program implementation and directed the Chief Financial Officer to set aside funds up to \$125,000 for such contract.

**Contract Amendment – Understanding and Supporting the Choice to Reside in a
Transit Oriented Development – Cambridge Systematics:**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Cambridge Systematics to provide surveying and evaluation support for TransLink® for TOD pilot project and directed the Chief Financial Officer to set aside funds up to \$26,000 in FY2009-10 funds for such contract amendment.

Investment Report:

The Committee received the Investment Reports for the month of May 2009.

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Administration Committee Meeting Minutes

Monthly Financial Statements

The Committee received the following monthly financial reports for the month of May: Operating Income through May 2009; Report of Operating Expenditures for FY 2008-09 through May 2009; Report of Capital Projects for FY 2008-09 through May 2009; FY 2008-09 Contract Services Disbursement Report for May 2009. For the month of May 2009, the monthly financial report listed four contracts executed by the Executive Director in the amount of \$100,000 and under, and four (4) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget and actual revenue and expenditures through May 2009.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 11:13 a.m. The next Committee meeting date will be on September 9, 2009 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.